

**Special Meeting Minutes
Wednesday, February 11, 2009
Meeting Scheduled Start Time: 10:00 AM**

**BOARD OF SUPERVISORS
Maricopa County, Arizona
(and the Boards of Directors of the Flood Control
District, Library District, Stadium District, Improvement
Districts, and/or Board of Deposit)**



"The mission of Maricopa County is to provide regional leadership and fiscally responsible, necessary public services to its residents so they can enjoy living in healthy and safe communities"

Board Members

Max Wilson, District 4, Chairman
Fulton Brock, District 1
Don Stapley, District 2
Andrew Kunasek, District 3
Mary Rose Wilcox, District 5

County Manager

David Smith

Clerk of the Board

Fran McCarroll

Meeting Location

Supervisors' Auditorium
205 W Jefferson
Phoenix, AZ 85003

BOARD OF SUPERVISORS

The Board of Supervisors of Maricopa County Arizona convened in Special Session at 10:00 AM on Wednesday, February 11, 2009, in the Supervisors' Auditorium with the following members present: Max Wilson, Chairman, District 4; Don Stapley, Vice Chairman, District 2; Fulton Brock, District 1; Andrew Kunasek, District 3; Mary Rose Wilcox, District 5. Also present: Fran McCarroll, Clerk of the Board; Shirley Million, Minutes Coordinator; Sandi Wilson, Acting County Manager; and Wayne Peck, Deputy County Attorney.

Management and Budget

1. REVISIONS TO POLICY A2310 OVERNIGHT USE OF COUNTY VEHICLE

1. Approve revisions to policy A2310 Overnight Use of County Vehicle. The purpose of this policy is to establish the responsibilities and restrictions in the use of County owned vehicles to further the efficient and effective delivery of services to the citizens of Maricopa County.

2. Notwithstanding any existing County or Department policies, any previously approved Board of Supervisors action items prior to February 11, 2009, any written correspondence providing an exemption to the capital freeze for a vehicle purchase prior to February 11, 2009, or any verbal or otherwise implied vehicle replacement approval:

Direct all County elected officials, department directors and court presiding judges to report all vehicles in the County fleet and submit two lists and two counts electronically using Microsoft Excel to the Equipment Services Department by 5:00pm, Wednesday, February 18, 2009, as required below:

- All vehicles that are used for Continuous Use of Overnight Vehicles except those engaged in undercover investigations pursuant to A.R.S. § 38-538.03 and/or driving unmarked patrol vehicles pursuant to A.R.S. § 28-2511.

- All vehicles that are used for Occasional Use of Overnight Vehicles except those engaged in undercover investigations pursuant to A.R.S. § 38-538.03 and/or driving unmarked patrol vehicles pursuant to A.R.S. § 28-2511.

- A count of vehicles that are utilized for Continuous Use of Overnight Vehicles engaged in undercover investigations pursuant to A.R.S. § 38-538.03 and/or driving unmarked patrol vehicles pursuant to A.R.S. § 28-2511.

- A count of vehicles that are utilized for Occasional Use of Overnight Vehicles engaged in undercover investigations pursuant to A.R.S. § 38-538.03 and/or driving unmarked patrol vehicles pursuant to A.R.S. § 28-2511.

Direct all County elected officials, department directors and court presiding judges to report all employees using County vehicles for occasional and continuous overnight use, by submitting two lists and two counts electronically using Microsoft Excel to the Risk Management Department by 5:00pm, Wednesday, February 18, 2009, as required below:

- All associated employees that have a Continuous Use of Overnight Vehicle permit, except those engaged in undercover investigations pursuant to A.R.S. § 38-538.03 and/or driving unmarked patrol vehicles pursuant to A.R.S. § 28-2511.

- All associated employees that have a Occasional Use of Overnight Vehicle permit, except those engaged in undercover investigations pursuant to A.R.S. § 38-538.03 and/or driving unmarked patrol vehicles pursuant to A.R.S. § 28-2511.

- A count of associated employees that utilize a Continuous Use of Overnight permit engaged in undercover investigations pursuant to A.R.S. § 38-538.03 and/or driving unmarked patrol vehicles pursuant to A.R.S. § 28-2511.

- A count of associated employees that utilize an Occasional Use of Overnight permit engaged in undercover investigations pursuant to A.R.S. § 38-538.03 and/or driving unmarked patrol vehicles pursuant to A.R.S. § 28-2511.
For purposes of this agenda item, the term "equipment" refers to equipment purchased through Equipment Services such as trailers, forklifts, heavy equipment (road graders, bulldozers, etc.), boats, all-terrain vehicles, etc.

3. Notwithstanding any existing County or Department policies written or implied, approve that no vehicle is eligible for automatic replacement. Once the need is established, the Office of Management and Budget and Equipment Services will work with the using department to conduct a cost benefit analysis, which may include but is not limited to, the number of miles, number of years, average annual maintenance cost, fuel efficiency and vehicle size.

4. Direct Equipment Services to retain any and all vehicles delivered or still in their possession since taking delivery until Equipment Services, the Office of Management and Budget and each affected department have gone through the justification process to determine the need of each vehicle.

5. Direct Equipment Services to cancel any orders that have a financial impact of zero in penalties and work with the Office of Management and Budget to determine cost benefit to cancelling all other vehicles currently on order and yet to be received.

6. Approve a moratorium on all vehicle and equipment replacements for the remainder of FY 2008-09 and FY 2009-10. Also direct the Office of Management and Budget to adjust FY 2009-10 targets for vehicle replacement accordingly. (C-49-08-031-6-01)

Brian Hushek, Deputy Budget Director, reviewed policy revisions and answered questions detailing specific concerns of the Board for this item. The changes will affect all employees with permanent or occasional overnight use of vehicles except for undercover uses. Names will not be included for these but a count of employees using them will be required. Mileage is also documented on undercover vehicles.

Supervisor Wilcox asked about departments not meeting their 5:00 p.m. deadline on February 18th. Mr. Hushek agreed that it might take longer for large fleets and departments may request additional time if it is necessary.

Chairman Wilson said this information is needed to make decisions on assigning vehicles and on what basis.

Mr. Hushek said templates will be provided to departments by close of business today.

Motion to approve by: Supervisor Wilcox, Seconded by: Supervisor Kunasek
Ayes: Kunasek, Stapley, Brock, Wilcox, Wilson

MEETING ADJOURNED

There being no further business to come before the Board, the meeting was adjourned.

ATTEST:

Max W. Wilson, Chairman of the Board

Fran McCarroll, Clerk of the Board